

**Department of Personnel Administration  
Memorandum**

**TO: Personnel Management Liaisons (PML)**

<b>SUBJECT:</b> Alternate Retirement Program (ARP) Statements	<b>REFERENCE NUMBER:</b> 2005-026
<b>DATE ISSUED:</b> 8/16/2005	<b>SUPERSEDES:</b>

This memorandum should be forwarded to:

**Employee Benefit Officers  
Personnel Officers  
Personnel Transaction Supervisors  
Personnel Transaction Staff**

**FROM:** Department of Personnel Administration  
Savings Plus Program

**CONTACT:** Savings Plus Program  
(916) 324-2909  
Fax: (916) 327-1885

The Savings Plus Program will mail ARP statements the last week of August. This is the first statement sent to employees since the inception of ARP and it may generate questions. The following information and links will help you answer those questions.

Attached is a sample statement. The statement covers the period from August 11, 2004, when ARP began, through June 30, 2005, and shows the employee's ARP contributions, earnings, and balance as of June 30, 2005. The [ARP Newsletter](#) included with the statement describes the program in easy-to-understand terms.

For information about the program, employees can read our [ARP Fact Sheet](#). We also have links to ARP information on the DPA Web site under Savings Plus Program, [Alternate Retirement Program \(ARP\)](#).

**ARP ELIGIBILITY WORKSHEET**

We encourage you to try a new feature on the Personnel Information Exchange (PIE) system called the [ARP Work Sheet](#). The worksheet is listed under Policies and Regulations. This interactive worksheet prompts you to answer questions about an employee to help determine if he or she is subject to ARP. It replaces the worksheet originally included in PML 2004-052. Savings Plus revised the worksheet to clarify the questions after considering feedback from personnel offices.

Personnel offices with questions about ARP may contact Savings Plus at (916) 324-2909, Monday through Friday between 8:30 a.m. and 4:00 p.m.

/s/ Lura Franzella

Lura Franzella  
Administrator, Savings Plus Program